Creating a Parent Portal Account

Before you create an account you must have your student’s **Permanent ID number**, **Verification Code**, **primary 10-digit phone number** and a **valid email account**. The permanent ID number and verification code are given by your student’s school.

1. Go the website:  
   [www.wuesd.org/portal](http://www.wuesd.org/portal)

2. Select:  
   **>>Parent/Student<<**

3. Click:  
   **>>Create New Account<<**

4. Continue to Step 1

5. Select **>>Parent<<**

6. Click **>>Next<<**

7. Continue to Step 2
8. Type in your email address in box and retype in verify email address box.

9. Type in your password in box and retype password in Retype password box.

10. Click: >>Next<<

11. Continue to Step 3

12. In a separate Tab, Open your email from Aeries@wuesd.org.
You will receive an email from Aeries@wuesd.org. You must open, read, and follow the instructions in the email to continue creating your account.

13. Click on link:
   >>Confirm This Email Address<<
Or

Return to Step 3 and type or paste in the Email Code, provided in the email.

14. Click >>Next<<

15. Continue to Step 4

You have successfully created an Aeries Parent Portal Account

16. Click >>Return to Login Page<<
1. **Log-In** using your Email address and password.

2. **Step 1: Student Verification**
   a. **Permanent ID Number**
   b. **The home telephone number listed**
   c. **Verification code**

   If any of this information is missing, then process cannot continue.

3. Click >>Next<<

4. **Step 2: Emergency Contact Verification**
   If your name appears select your name, otherwise, select >>None of the above<<

5. Click >>Next<<

6. **Step 3: Process Complete**

   If you need to add additional students then select >>Add Another Student to Your Account<< or Click >>Home<<

   If your student participates in ASES, your child will show two schools. To view your students information, in the top-right corner select >>Change Students<< and select your child’s primary school.